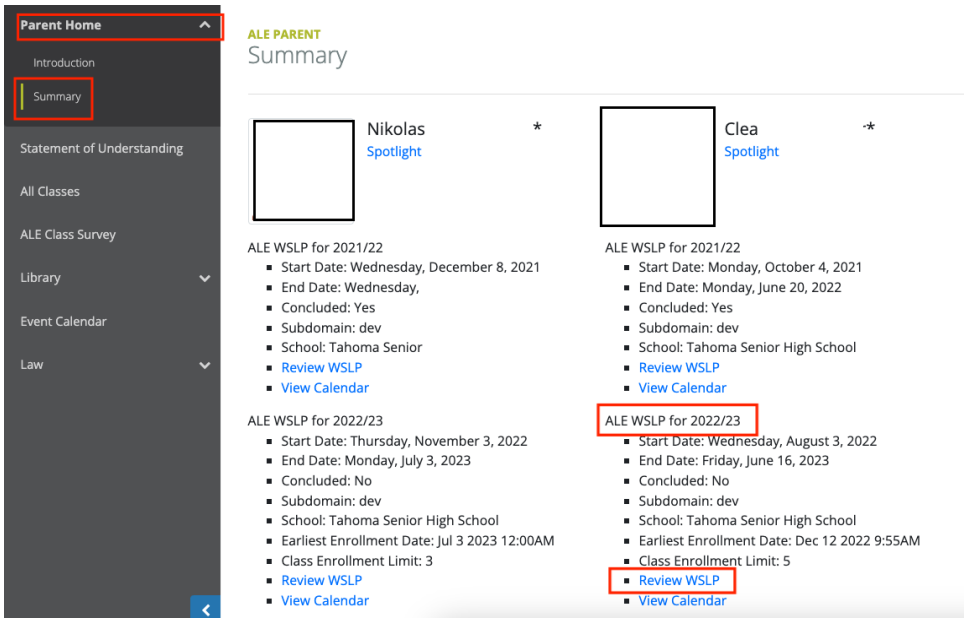
ALE Application for Parents: Registering for Classes

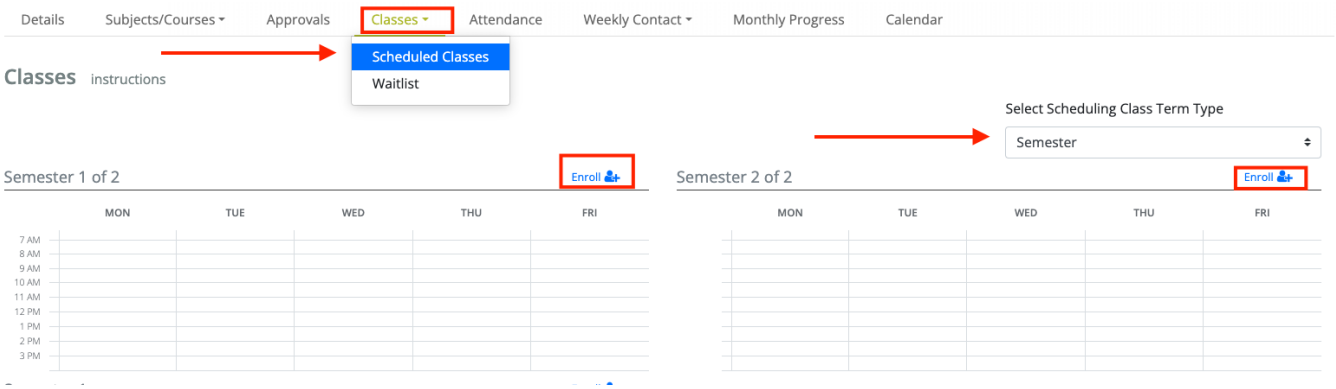
Click **Parent Home**, then choose **Summary** in the left navigation menu. This will open the Parent Summary page, where you can find your students and their Student Learning Plans (SLP).

Click **Review WSLP** or **Review Pending WSLP** under the SLP you would like. Note the **School Year** if there are multiple SLPs.

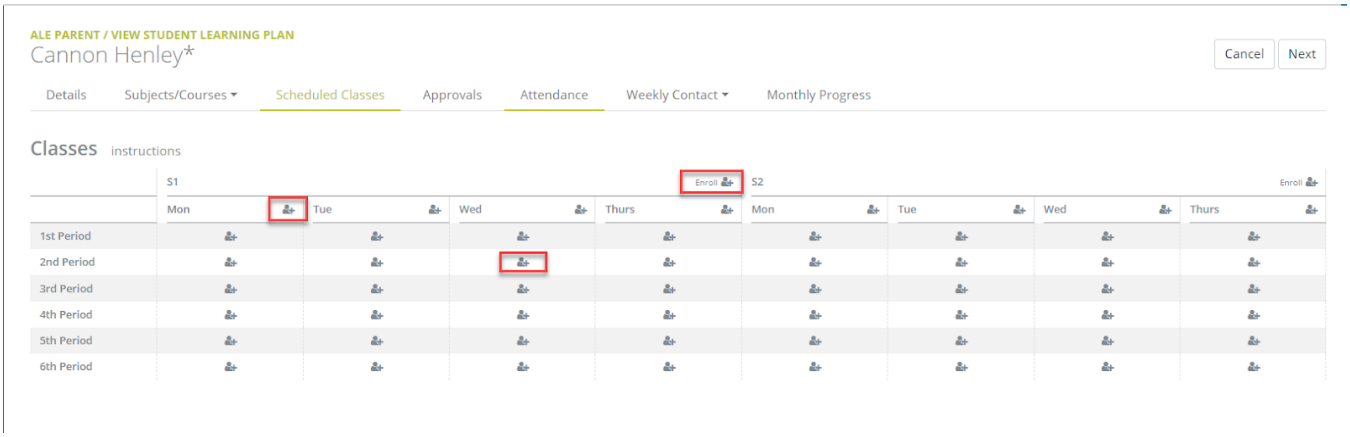


To register your student for classes, navigate to the **Classes Tab** and choose **Scheduled Classes**. You may see two different schedule views depending on how your program configures classes.

In the **Planner View**, classes are scheduled by start time. Click on the **Enroll** button for the **Term** you want to register for.



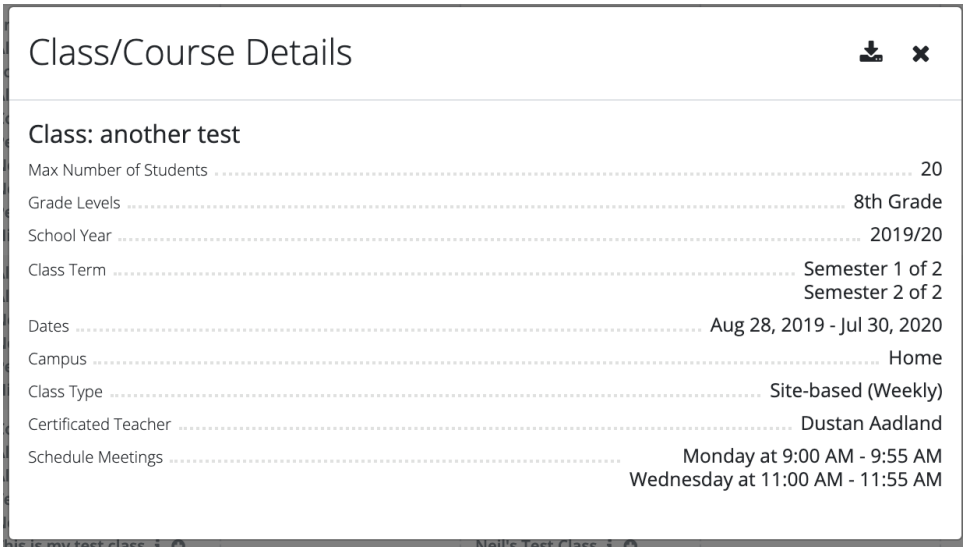
In the **Period View**, classes are scheduled according to predefined class periods. You can click on the Enroll button by term, day of the week, or even day and period to see the available classes for each.



To Enroll/Unenroll

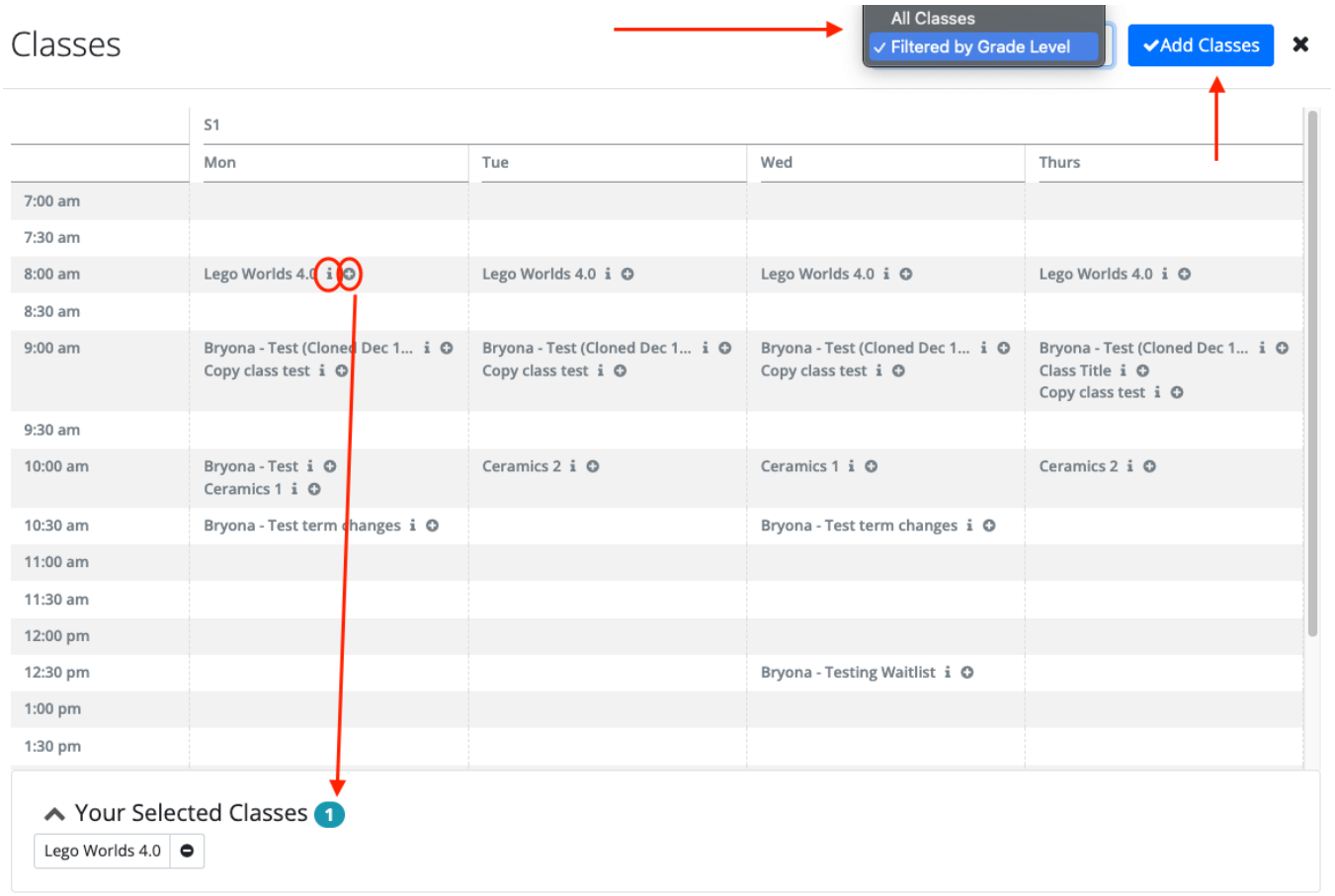
Note: You may view **All Classes** or **Filtered by Grade Level** with the drop-down menu at the top of the page.

To view the **Class/Course Details** for each, click on the small **"i" icon** next to the class name.

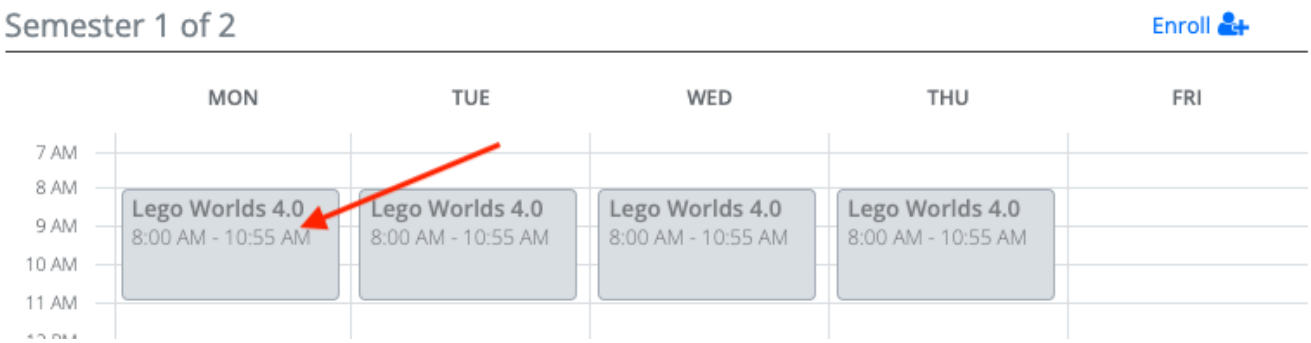


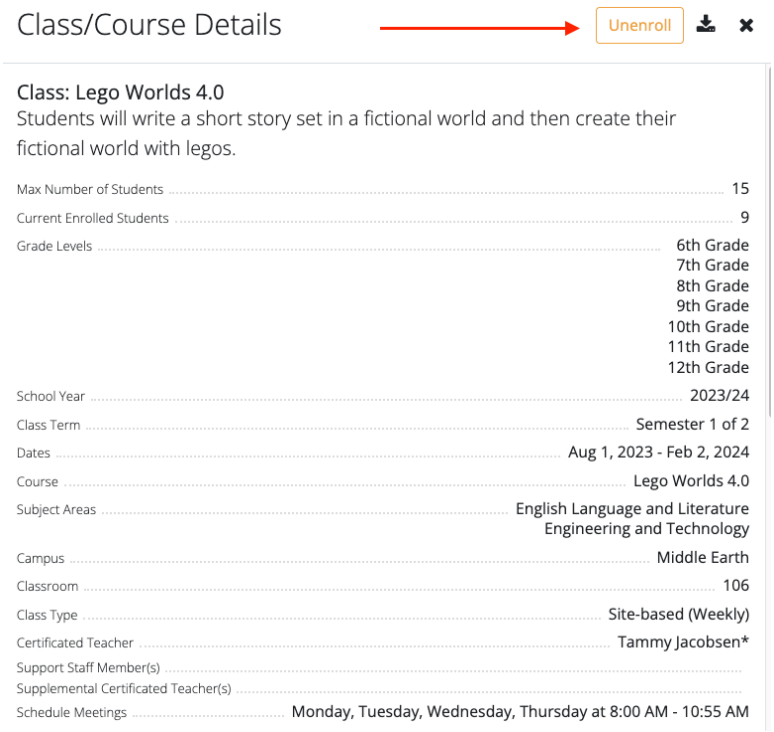
Click the small **"+" icon** next to the class name to add the class to your student's schedule. The class will be added to **Your Selected Classes** at the bottom of the window. Continue adding classes until you've made all of your

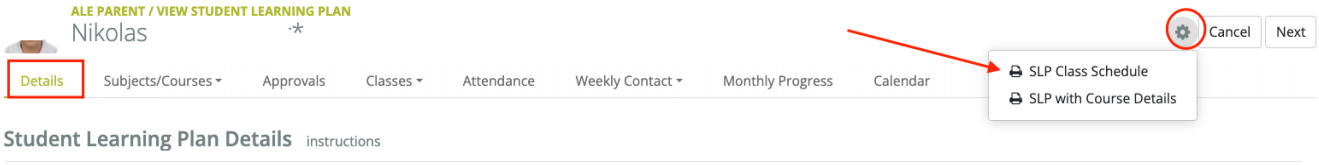
selections. Classes can be removed by clicking the **"-" icon** next to the class name. Click the **Add Classes** button at the top right to save your selections to your student's schedule.



If you need to **unenroll** from a class, click on the class title to open the **Class/Course Details** view, where you will see an Unenroll button at the top right:





Print Schedule

To generate a printable copy of your student's schedule, return to the **Details Tab** of the Student Learning Plan, and using the **page action gear** at the top right, select **SLP Class Schedule**.